

High Bickington Parish Council
Clerk: Alan Matthewman
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Minutes of Parish Council Annual General Meeting
And May meeting 2026

Wednesday 13 May 2026 at 7.30 pm in

The Community Centre, High Bickington, First Floor Meeting Room

Members of the public were encouraged to attend.

***Members Attending: Cllr Kendall (in the chair), Cllrs Hunt (Vice Chair), Sheldon,
Parker, Maden, Steadman, Bunting.***

***Other Attendees: Councilor Cottle-Hunkin(Devon CC), Alan Matthewman(Parish Clerk)
2 members of the public***

- 1: a) **Chair to appoint Parish Clerk as chair of the meeting to transact this business only. Election of Chair of the Council for 2026-27.** There being no member present willing to stand this was held over for the next meeting when a full attendance was hoped for. **Elected Chair assumes chair of the meeting.** Cllr Bunting resumed the chair on a temporary basis. He also notified that he would resign his seat as soon as a new Chair was elected.
 - b) **Election of Council Vice-Chair 2026-27.** Deferred until the next meeting
 - c) **Signature of consent to serve notices**
 - c) **Chair (outgoing if applicable) presents brief summary of main events during the year**
- 1: **Apologies for absence** – to receive and accept any apologies for absence. Cllr Naden had sent his apologies a had Councillors Locke and Elliott from Torr ridge DC
- 3: **Declarations of Interest** – All councillors to submit revised declarations of interest valid May 2026 if these need updating. None submitted.
- 4: **The Chair will, with the consent of members, suspend standing orders to enable presentations by non-council members and members of the public.**
- d) **One member of the public**, representing the developers opposite Little Bickington Hill if council had any information who owned the hedges on the roadside opposite. Also raised the issues of a timely publication of minutes within Ramblings. Concern was raised over publication draft rather than approved versions.
 - a) **Cheryl Cottle-Hunkin (Devon CC)**. copy of report added as an appendix to these minutes.
 - b) **Presentation by Councillor Thomas Elliott (Torr ridge DC)** – not present
 - c) **Presentation by Councillor Rosemary Lock (Torr ridge DC)** – not present
 - d) **Public Participation**
Each member of the public is permitted to raise one item on which they may speak for a maximum of 3 minutes unless the Chair rules otherwise. Items raised in this section are not required to receive a response at this point in the agenda but may be raised in council when the appropriate agenda item is called.
- Chair shall move the restoration of standing orders so that the council can resume the full meeting
- 5: **Urgent Matters at the discretion of the Chair:** To consider any urgent matters raised by the chair or by councillors which may need urgent discussion or be required to be put on the agenda at the next meeting for decision.
- 5: **Minutes of the Parish Council Meeting held on Wednesday 8th April 2026.** Cllr Kendall proposed, seconded by Cllr Hunt that the minutes be approved as a true record. Council approved unanimously.
- 7: **Matters arising from the Minutes of the Parish Council Meeting held on 8th April 2026 – none recorded**
- 8: **Police Matters –**

a) Update on any local police and/or Neighbourhood Watch matters. It had been reported that one of the new PCSO's had resigned leaving only one candidate currently available to cover the Torridge District.

b) receive report on police activity since last meeting. None recorded

c) receive report from Speedwatch group. The Camera had been received but there was conflict over the position and cost of the type of post demanded by Highways. The issue was referred to Councillor C-H who would see what accommodation would be available.

9: Maintenance

(a) Highways – To receive a report from Councillor Parker. He had nothing material to report.

(b) Footpaths and Byways – to consider appointment of new footpath warden following the resignation of Councillor Keen. The Clerk had circulated to all members an update on how the Footpath Arrangements (P3) worked and noted that the current lack of a reporter was leading to a loss of revenue for repairs/improvements.

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10: To consider and approve the following policy documents for May 2026 All held over for final review in June.

1) Financial reporting and Control per revised Practitioners Guide 2025

2) Revised Risk Analysis

3) Revision and policy for IT and Assertion 10 of AGAR Certification

11: Finance:

To consider and agree Agar Documents for 2025-26 including:

To note status of Internal Audit Report including revised Assertion 10. Contract had been placed with Hugo Fox to change email structure to .gov and to load a compliant web-site on the .highbickpc.gov.uk domain. This was on the terms laid out in an email from the company and circulated in advance of the meeting. Proposed by Cllr. Kendall, Seconded by Cllr Hu\nt and approved unanimously.

Cllr Bunting had to leave the meeting suddenly to attend to a private matter meaning that the outstanding cheques could not be signed and a full list would be added to the Agenda for the June meeting.

To agree release of payments already approved – held over

12: Planning

a: To receive and comment on other planning applications and any decisions reached. Approval from development on Pound Lane was noted.

13. Correspondence:

To consider any urgent correspondence received by the Clerk or Councillors since 12th February 2025.

Date of next meeting, Wednesday 10th June at 7.30 pm

Cllr Colin Kendall

Acting Chair, High Bickington Parish Council